EAST WINDSOR SENIOR CENTER POLICIES AND PROCEDURES FOR EVENT REGISTRATION

<u>Registration</u> for Special Events takes place the 4th Thursday of every month at the "East Windsor Senior Center's Monthly Social". Registration is on a first-come, first-serve basis. Registration may be called-in after 9:00 a.m. the morning of the Monthly Social. First priority will be given to East Windsor Seniors ages 60 and older.

Registration for an event is typically two months prior to that event. For instance, if a trip is planned in March, the sign-up will be at the January Social and must be paid for by the February Social, unless otherwise specified.

<u>Payment</u> may be made by **check** (payable to the <u>Town of East Windsor</u>) or **cash only** and are accepted Monday thru Thursday from 9:00 a.m. - 2:00 p.m.